

Source2Pay Project



Change Order Processing

Focus Group Meeting

Jan 2018

Copyright © 2016 University of Illinois – Office of Business and Financial Services. All rights reserved. No part of this publication may be reproduced or used in any form or by any means—graphic, electronic or mechanical, including photocopying, recording, taping or in information storage and retrieval systems—without written permission of University of Illinois – OBFS.

Agenda

- Welcome
- Introductions
- Source-to-Pay Project Overview
- Project's Process Details
- Process Current State
- Current State Identify Issues
- Next in the project's process
- Questions

Welcome!

- Introductions
 - Name
 - Department
 - Current Job
 - Goal for being participating on a Focus Group

Source2Pay Project

- Our current source-to-pay procedures at the University has significant opportunities for improvement and impact every department within the University system.

Project Purpose/Goal

- Identify process improvements throughout source to pay process
- Develop RFP
- Ultimate goal is to minimize, improve & standardize IT platforms

Purpose of the process

- To have a process in place to make changes to a PO or Contract after it has been executed.

Process Boundaries

Begins:

The process starts when a need for a change order has been identified.

Ends:

The process ends when a change order is complete, posted and/or customers have been notified.

The Process



The Process



The Process



The Process



What do you do for Change Order Processing?

Current State

Issues with the current
process?

Next Steps

- Present feedback to Project's process Team
- Finalize current state
- Begin future state
- Present future state to each campus

Contact Information

Cassie Tafilaw

OBFS - Business Solutions & Support

ctafil1@uic.edu

312-413-4601

Kristi Moore

BPI Shared Services

klmoore@uillinois.edu

217-333-6259

A vertical decorative bar on the left side of the slide, consisting of seven squares stacked vertically. The top two squares are red, the middle square is orange, and the bottom three squares are a lighter shade of orange.

Thank YOU!